

**BY ORDER OF THE COMMANDER
AIR UNIVERSITY (AETC)**



AIR FORCE INSTRUCTION 36-2805

AIR UNIVERSITY SUPPLEMENT 1

6 DECEMBER 2004

Personnel

SPECIAL TROPHIES AND AWARDS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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AFI 36-2805, 29 June 2001, is supplemented as follows:

This supplement implements AFI 36-2805 and adds authority for the funding and presentation of the Air University Commander, Vice Commander, Command Chief Master Sergeant, commanders and commandants, HQ directors, WG/CC and WG/CCC coins. This instruction requires collecting and maintaining information protected by the Privacy Act of 1974 authorized by 10 U.S.C. 857 and E.O. 9397. Systems of Records Notice F036 AF PC V, *Awards and Decorations*, applies. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123, *Management of Records*, and are disposed of in accordance with the Air Force Records Disposition Schedule (RDS). This supplement does not apply to Air Force Reserve Command or Air National Guard units.

1.7.1. This authority applies to the funding and presentation of the following mission accomplishment coin awards:

1.7.1.1. (Added) (AU) The AU Commander, Vice Commander, Command Chief Master Sergeant, commanders and commandants, HQ directors, WG/CC and WG/CCC Coins. Awarded to military personnel and civilian employees for an outstanding accomplishment or specific achievement that has made a significant contribution to the effectiveness and efficiency of the Air Force. These coins:

1.7.1.2. (Added) (AU) Can be used for “on-the-spot” recognition of personal efforts associated with an actual achievement to improve a particular program, function, or mission.

1.7.1.3. (Added) (AU) Are not intended as mementos, commemorative or personal gifts, for morale building, or to recognize PCSs, retirements, and similar occasions.

1.7.1.4. (Added) (AU) Cannot be used as tokens of appreciation for government officials, foreign officials, or non-Federal personnel in recognition of general support or improved community relations. **NOTE:** Coins for such officials, however, may be purchased with official representation funds for situations covered by AFI 65-603, *Official Representation Funds – Guidance and Procedures*.

NOTE: The limitations listed in paragraphs 1.7.1.3. (Added) (AU) and 1.7.1.4. (Added) (AU) do not apply if coins are donated by a private organization or purchased by a commander or command chief master sergeant with his or her personal funds.

1.7.2. Nonappropriated funds may be used to fund coins as awards for nonappropriated fund employees.

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